LAKE COUNTY

POLICY

BOARD OF COUNTY COMMISSIONERS

Title: Use of Meeting Rooms in Lake County Number: LCC-33

Library System Member Libraries

Cancels: 9/19/95

Approved: 10/06/98

I. <u>OBJECTIVE</u>

To establish guidelines for the use of meeting room(s) in Lake County Library System Member Libraries.

II. DEFINITIONS AND REFERENCES

A. <u>Library Bill of Rights:</u>

A statement by the Council of the American Library Association which affirms its beliefs in the basic policies which should govern the services of all public libraries; adopted by the American Library Association June 18, 1948, and amended February 2, 1961, June 27, 1967, and January 23, 1980, inclusion of "age" reaffirmed January 23, 1996 by the ALA Council.

B. <u>Meeting Room Application:</u>

Form to be completed by anyone wishing to reserve a meeting room. Form may vary among Member Libraries.

C. <u>Member Library:</u>

Libraries which meet the "Guidelines and Minimum Standards for Public Libraries entering the County Library System", Lake County Policy Number LCC-7; and which through their local governing bodies, have entered into an Interlocal Agreement with Lake County to provide library service to the residents of Lake County.

III. DIRECTIVES

A. Public libraries have traditionally provided free meeting space for the members of their communities to encourage free expression and free access to ideas presenting all points of view on subjects of all kinds. The Lake County Library System supports this concept and endorses the American Library Association Bill of Rights which states:

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"Libraries which maintain meeting rooms, exhibit space, or other facilities open to the public, should make them available on equal terms to all persons regardless of their beliefs or affiliations."

- B. All requests to use meeting rooms should be made directly to the appropriate Member Library using a Meeting Room Request Form similar to Attachment A. The use of a meeting room by community groups or organizations is subject to the approval of the Library Director or governing body of the respective Member Library.
- C. All library sponsored programs will be open to the public free of charge except library fund raising events.
- D. Criteria for use of meeting rooms will be established by Member Libraries and their governing bodies.

IV. RESERVATION OF AUTHORITY

The authority to issue or revise this policy is reserved to the Lake County Board of County Commissioners.

G. Richard Swartz, Jr., Chairman Board of County Commissioners Lake County